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22 NOV 1966

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MEMORANDUM FOR: Director of Communications  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training

[Redacted]  
Chief, Support Systems Staff

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SUBJECT : Briefing of the Director on Accomplishments of  
Fiscal Years 1966 and 1967 and Plans for Fiscal  
Years 1967 and 1968

1. At a DD/S Staff Meeting on 20 September I requested that you submit to me a summary of your major accomplishments for Fiscal Years 1966 and 1967 and your plans for Fiscal Years 1967 and 1968. This was in connection with my briefing the Director. The briefing was originally scheduled for October but was changed to 20 December.

2. Please review the submission you made in connection with the previous request and provide any supplemental material which you think should be added as a result of developments since September. Please have these supplemental reports to my office no later than 2 December.

[Redacted]  
R. L. Bannerman  
Deputy Director  
for Support

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